

16 March 1953

MEMORANDUM FOR: Colonel White

SUBJECT : Procurement and Supply Office - Table of Organization

1. This is a continuation of my conversation with you last Friday about the subject T/O. I recognize your fundamental position of not wanting to hamstring Jim Garrison in the performance of a big and difficult job; however, I feel compelled to make certain comments about this package. I will take the items as they occur to me, not necessarily their logical order of importance.

a. I gather it has already been agreed to change the name to the Office of Logistics.

b. An Inspection and Review Staff, with obvious functions, is proposed. The statement of functions provides for the inspection and review of overseas logistics facilities, including those in field stations. This may be entirely proper but should be coordinated with the CAO/DDP.

Note that this series of papers does not reflect any discussions with DD/P, although Personnel's memorandum comments on possible duplication with DD/P staff elements.

c. This leads to the general comment that there seem to be several items of duplication or overlap or at least confusion of areas of responsibility between the Logistics Office and certain DD/P staffs. This may be the unfortunate result of assigning an O&M examiner who has been with the Agency less than six months and who, therefore, is not prepared to handle the job.

d. Strength requirements in the operating levels of the Procurement and Supply Office's divisions themselves may be completely valid, but there certainly appears to be a considerable layer of fat between the head of the office and the operating divisions. In three staffs--the Special Staff, the Assistant for Operations, and the Coordination and Requirements Staff--there appears to be an excess of organizational units as well as personnel. For example, the Coordination and Requirements staff going to [] positions, [] more than the present T/O and [] more than the present on-duty strength. This would seem to support Personnel's informal argument that if Procurement and Supply had its present T/O filled, it would have more than enough hands to do its job.

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The present T/O for the Procurement and Supply Office is as follows:

Civilians On Duty

In Process

Military On Duty

In Process

Present T/O total military and civilian--

25X9□

25X9□

2. I recommend that extreme caution be exercised to prevent an unjustified inconsistency of growth pattern vis-a-vis other supporting elements of the Agency. Personnel and the Comptroller have both made this point.

3. Without going into a recital of individual items, I would like to point out that some of O&M's arguments are specious. In at least one instance, paragraph 3f of the survey report, they are stated as facts. This paragraph discusses the problem of excessive overtime in order to accomplish the work of the Office. This, admittedly, is a fact but is used obviously as an argument for increasing the T/O, when it merely points up that there are not enough people on duty at the moment to do the job without overtime. This, unfortunately, is typical of a large part of the O&M paper. For instance, to a large degree the justification and statement of functions for the Special Staff are either meaningless or are duplications of other functional responsibilities outlined in the O&M paper.

25X9□

4. Inasmuch as a T/O of [] was approved prior to these studies, I recommend, as the next best step, to hold the ceiling at its present level and to request a complete re-examination of the fundamental structure of Procurement and Supply in terms of its overlapping staffs and duplication of other Agency functions in both the DD/A and DD/P areas.

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1 Att - Lts in Subject
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